

TOWN OF FREMONT, NH - REQUEST FOR PROPOSAL
Stone Retaining Wall Restoration - North Road, Fremont, NH

The Town of Fremont is seeking competitive proposals from qualified contractors to reconstruct a portion of stone supporting and retaining wall with installation of associated drainage.

DESCRIPTION OF SITE

The site is located adjacent to 61 North Road (tax lot 06-047.002) and begins just northwest of the utility pole and extends easterly along the frontage of tax lot 06-047.001.003.001 located at 97 North Road and involves sections of the wall for approximately 100 feet. It is comprised of a hand-crafted, dry laid stone wall, which serves as a retaining and supporting wall for North Road and as a shared common boundary marker between Town property and the adjacent private property (tax lot 06-047.001.003.001). Access to the site will be through the adjacent private property. Temporary construction easements from abutting property owner will be obtained by the Town. The project must involve due care for the private property of the abutting landowners. North Road is a scenic road. The repairs will be carried out in compliance with NH RSA 231:158.

Any contractor wishing to view the site shall do so at their own risk and schedule. Work can be viewed from the public right-of-way and from the abutting private property, provided that contractors who wish to view the work from the abutting private property shall first obtain permission from the private property owner, Miller Family Trust.

SCOPE OF WORK

The purpose of this project is to reconstruct the damaged portion of the stone wall and to provide proper drainage control. The following work is requested:

- The Contractor shall develop a plan to reconstruct the damaged section of the wall and install drainage control to correct any existing damage and control water flow from the road through the wall into the ground below without a drainage catch basin or culvert;
- The reconstruction shall utilize existing stones located on site before supplementing with additional stones;
- The stone wall shall be reconstructed to road grade or above;
- The reconstructed stone wall shall be reinforced with an appropriate structural support mechanism;
- Drainage control shall be installed along the reconstructed portion of the wall on the roadside portion of the site to control water flow from the road. Such control shall utilize an appropriate drainage mechanism, which may be a perforated drainage pipe with holes at the base of the wall to allow water to pass through the wall;

- Boundary markers in the stone wall shall be restored to the locations detailed on a prior scope of work and plan prepared by Stantec Consulting and on file at the Fremont Town Hall in the Selectmen's Office, titled "North Road Retaining Wall Reconstruction "Existing Conditions Plan" for Project # 195111720, Drawing # 1."
- Upon completion, the area shall be landscaped to match the existing vegetation;
- The Contractor shall work in consultation with the Town's Road Agent;
- The Contractor must provide all materials, labor, equipment, and insurances necessary to complete the work;
- The Contractor must perform the scope of work in accordance with the construction budget.

SUBMISSION OF PROPOSALS

Proposals must be submitted in a sealed envelope and clearly marked "NORTH ROAD STONE WALL PROJECT." Proposals may be submitted by mail to: Board of Selectmen, PO Box 120, Fremont, NH 03044-0120. Proposals submitted by mail must be postmarked by February 2, 2011. Proposals may also be hand-delivered to the Selectmen's Office at 295 Main Street, Fremont, NH. Hand-delivered proposals must be received at the Selectmen's office no later than 4:00 pm on February 2, 2011. Bids will be opened at the Selectmen's Meeting on February 3, 2011.

Each proposal must contain the following information:

- A detailed description of work to be performed, including costs for labor, materials, equipment, and full installation, as well as other items the Contractor deems necessary;
- A projected timeframe for completion of the work; understanding that work will need to be completed in accordance with weather and aligning all property interests and easements that may be necessary to complete the work;
- Certificate of Liability Insurance covering the contractor, the work, and the project;
- Three references, including contact information, describing the Contractor's successful completion of similar work; and
- A statement that the Contractor has fully reviewed a prior scope of work and plan prepared by Stantec Consulting and on file at the Fremont Town Hall in the Selectmen's Office, titled "North Road Retaining Wall Reconstruction "Existing Conditions Plan" for Project # 195111720, Drawing # 1."
- Any further information or pricing detail that Contractor feels would be beneficial to the Town's decision making.

Other General Specifications:

1. Insurance: The successful Contractor shall provide the Town proof of insurance at the time of execution, and a Certificate of Insurance evidencing that the Contractor has purchased insurance policies conforming to the following schedule:

A. Not less than \$500,000 for all damages arising out of bodily injury, including death, sustained by a person as a result of work done in connection with the performance of this Agreement;

B. A limit of General Liability of not less than \$1,000,000 aggregate for any such damages sustained by two or more individuals in any one accident;

C. Not less than \$100,000 in Property Damage;

D. Completed Operations Coverage in the above-referenced amounts;

E. Workers Compensation Insurance in an amount prescribed by law.

F. The Certificate of Insurance should include the Town of Fremont and the Miller Trust and its assigns as Additional Insureds.

G. Indemnification of the Town of Fremont and the Miller Trust against any litigation or claims which may arise as a result of the Contractor's actions and/or the restoration of the stone wall.

2. Non-collusion: In accordance with the Town of Fremont Purchasing Policies, the following non-collusion clause shall be part of every bid specification package. Bidders must sign this statement and include it with their bid in order for the bid to be valid:

The undersigned certifies under penalties of perjury that this bid is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this section, the word "person" means any natural person, joint venture, partnership, corporation or other business or legal entity."

Name of person signing bid

Date

Company

3. Performance Bonds: Where applicable, performance bonds will be required and shall always be required, as specified by NH RSA 447:16 for construction projects with a value greater than \$25,000. This shall be considered in Contractor's proposal.

4. Tax Information: The successful Contractor will be required to provide taxpayer identification information on Form W-9.

5. Contractor Qualifications: To be determined responsible, a prospective contractor must:

- a) Have adequate financial resources and insurance requirements to perform the contract, or the ability to obtain them;
- b) Be able to comply with the required or proposed delivery or performance schedules;
- c) Have a satisfactory performance record;
- d) Have a proven record of integrity and business ethics;
- e) Have the necessary organization, experience, technical skills, and support staff, or the ability to obtain them;
- f) Have the necessary production, construction, and repair equipment and parts required to fulfill the contract requirements;
- g) Provide at least three references and phone numbers.

- Review of Proposals: After the bid opening, the bidder may not amend, correct, modify or change in any fashion a bid, which would be contradictory to the interests of the town of Fremont or fair competition. The Board of Selectmen may waive minor informalities, or allow the bidder to make corrections, as long as the intent of the bid is not disturbed.

The Town of Fremont reserves the right to consider substitution of equivalent items and under what conditions. Bidder shall submit documentation for all substitutions and exceptions.

The Town reserves the right to reject any and all bids, negotiate any contracts and waive any informalities in the bid process.

The Town of Fremont reserves the right to accept or reject any and all bids based on the best interest of the Town.